

**WELLS BRANCH  
MUNICIPAL UTILITY DISTRICT**

**May 17, 2011**

TO: THE BOARD OF DIRECTORS OF WELLS BRANCH MUNICIPAL UTILITY DISTRICT  
AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given that the Board of Directors of Wells Branch Municipal Utility District will hold a regular meeting on **Tuesday, May 17, 2011, at 6:30 p.m.**, at the **Wells Branch Community Center, 2106 Klattenhoff Drive**, Austin, Texas. The following matters may be considered and acted upon at the meeting:

**CITIZEN INPUT**

1. Citizens' communications;
2. Receive presentation from Travis County Commissioner Sarah Eckhardt, Precinct 2, and Travis County Transportation and Natural Resources (TNR) department regarding Travis County Substandard Road Program, including:
  - (a) history and status of, and process for participating in, the program;
  - (b) Wells Branch Phase W2A, including status of roads and eligibility to participate in the program;

**ACCOUNTING REPORT**

3. Report from the District's accountant, including:
  - (a) financials;
  - (b) Finance Committee's recommendation regarding:
    - (1) payment of bills and invoices;
    - (2) fund transfers;

**UTILITY MANAGER REPORT**

4. Report from the District utility manager, including:
  - (a) utility operations;
  - (b) billing and collection, including:
    - (1) delinquent accounts;
    - (2) Finance Committee's recommendation regarding write-offs and adjustments;
  - (c) customer service;
  - (d) update regarding transition to new billing system;

**ENGINEER REPORT**

- 5. Report from the District’s engineer, including Phase E channel maintenance, including any pay estimates and change orders;

**CONSULTANT REPORTS**

- 6. Landscape maintenance and compost report from TexaScapes, Inc.;
- 7. Solid waste/recycling services report from IESI TX Corporation, including status of implementation of single stream recycling;
- 8. Human resources report from Achilles HR Group, Inc.;

**DISTRICT MANAGER REPORT**

- 9. Report from the District Manager, including:
  - (a) directives;
  - (b) District operations, including Community Gardens, facilities, customer service, recreation, aquatics, security services, and current projects;
  - (c) restrictive covenants;
  - (d) recommendation regarding replacement of damaged maintenance vehicle;
  - (e) access through District fence and across District property for construction project on Gaylord Drive;

**ATTORNEY REPORT**

- 10. Report from the District’s attorney, including:
  - (a) pending litigation;
  - (b) personnel and human resources matters, including employment-related claims, charges, and lawsuits;
  - (c) requests for public information;
  - (d) policy for execution of Independent Contractor Agreements for Board approved programs;

**CONSENT AGENDA**

(These items may be approved collectively or individually. Any of these items may be pulled for discussion upon the request of any Board member.)

- 11. Consent items, including:
  - (a) minutes of May 3, 2011 regular meeting;

## **COMMITTEE REPORTS**

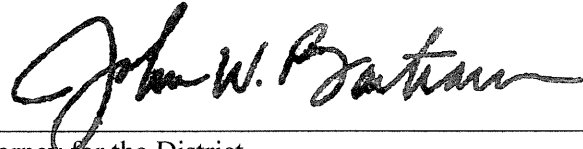
12. Administrative Committee, including restrictive covenant enforcement;
13. Facilities Committee, including:
  - (a) recommendation regarding implementation of sign project plan;
  - (b) recommendation regarding compost purchase;
  - (c) resident complaint regarding vibrations in home from traffic on Merriltown Drive;
14. Finance Committee, including:
  - (a) status of rate study, including:
    - (1) proposal from Water Resources Management, L.P. to complete rate study;
    - (2) alternatives, including proposal from Expergy;
  - (b) recommendation regarding revisions to Order Establishing Rates, Charges, and Fees and Order Adopting General Policies with Respect to the District's Water, Wastewater and Drainage Systems;
  - (c) recommendation regarding amendment to budget for fiscal year 2010/2011, including Resolution Adopting Amended Budget;
15. Information Technology Committee, including recommendation regarding cost-savings for publication of Wells Branch Word;
16. Public Safety Committee, including recommendation regarding safety strobe lights for District maintenance vehicles;
17. Recreation Committee, including:
  - (a) recommendation regarding revisions to Order Establishing Rules and Usage Charges for District Facilities and revisions to Facility Rental form;
  - (b) recommendation regarding purchase of electric deep fryer for District events;
  - (c) 4<sup>th</sup> Fest planning and process review;

## **DIRECTOR AND OTHER ACTION ITEMS**

18. Bookkeeping services, including Bookkeeping Services Agreement with Bott & Douthitt, PLLC;
19. Board and committee meeting procedures, assignments, roles, and responsibilities;
20. District Manager evaluation – interim comments;
21. City of Austin interlocal and annexation issues, utility rates, regional planning issues and legislative matters;
22. Announcements by Board members;
23. Directives recap;
24. Future agenda items.

The Board of Directors is authorized by the Texas Open Meetings Act, Chapter 551, Texas Government Code, to convene in closed or executive session for certain purposes, including receiving legal advice from the District's attorney (Section 551.071); discussing real property matters (Section 551.072); discussing gifts and donations (Section 551.073); discussing personnel matters (Section 551.074) and discussing security personnel or devices (Section 551.076). If the Board of Directors determines to go into executive session to discuss any item on this agenda, the presiding officer will announce that an executive session will be held and will identify the item to be discussed and the provision of the Open Meetings Act that authorizes the closed or executive session.

(SEAL)



Attorney for the District

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Wells Branch Municipal Utility District is committed to compliance with the Americans with Disabilities Act. Reasonable accommodations and equal access to communications will be provided upon request. Please call the District office, at 251-9814, for information. Hearing impaired or speech disabled persons equipped with telecommunications devices for the deaf may utilize the statewide Relay Texas program, 1-800-735-2988.